

**THE MINUTES OF THE REGULAR MEETING OF THE HOLTVILLE
CITY COUNCIL
January 9, 2012**

The regular meeting of the Holtville City Council was held on Monday, January 9, 2012 at 5:30 p.m. in the Civic Center. Council Members present were Jerry Brittsan, Mike Goodsell, Colleen Ludwig, Richard Layton and David Bradshaw. Staff members present were Alex Meyerhoff, Nick Wells, Gordon Johnson and Glyn Snyder. City Treasurer Pete Mellinger, City Attorney Steve Walker, City Engineer Jack Holt and City Planner Justina Arce were also present.

CITY COUNCIL CLOSED SESSION MEETING CALLED TO ORDER:

Mr. Brittsan called the meeting to order at 5:30 p.m.

CITY COUNCIL OPEN SESSION MEETING CALLED TO ORDER:

Mr. Brittsan called the meeting to order at 6:05 p.m.

INVOCATION:

The invocation was led by Pastor Richard Moore of Trinity Baptist Church.

Mayor Brittsan requested a moment of silence for Tom DePaoli, Ellen Campbell, Victoria Burns, Clara Gutierrez, Marie Weaver, David Strong and Harold Hawk.

PLEDGE OF ALLEGIANCE:

Mr. Goodsell led the pledge of allegiance.

CITY CLERK RE: VERIFICATION OF POSTING OF AGENDA:

The City Clerk verified that the agenda was duly posted on January 4, 2012.

EXECUTIVE SESSION ANNOUNCEMENTS:

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION:

(Government Code Section 54956.9(b))

Willowbend LLC vs. City of Holtville

No reportable action taken.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS:

(Government Code Section 54956.9)

2 Matters – 664 Palm Avenue

640 E. Third St. #5

No reportable action taken.

PUBLIC EMPLOYMENT

(Government Code Section 54957.6)

Title: City Manager Evaluation

No reportable action taken.

PUBLIC COMMENTS:

Darryl Readshaw, Barbara Worth Country Club announced United Way will be sponsoring a dinner and dance gala event in conjunction with the grand re-opening of the Barbara Worth Country Club on January 28, 2012.

CONSENT AGENDA:

- 1. Approval Of Minutes Of The Regular Meeting Of The City Council And Special Joint Meeting With The Public Finance Authority Of November 14, 2011, The Regular Meeting Of The City Council Of November 28, 2011 And The Joint Meeting Of The City Council And The Redevelopment Agency Of December 12, 2011.**
- 2. Current Demands #29920 To #29974**
- 3. CDBG Current Demand #2213**

A motion was made by Mr. Layton and seconded by Mr. Bradshaw to approve Consent Agenda items 1 through 3. All members present were in favor and the motion carried 5/0.

REPORTS OF OFFICERS, COMMISSIONS, COMMITTEES AND COMMUNIQUE:

Mr. Goodsell attended two meetings regarding the City pool.

Mrs. Ludwig attended the meetings regarding the City pool. She also attended two meetings to discuss animal care issues.

Mr. Brittsan attended the meetings regarding animal care.

Mr. Bradshaw met with the City Manager and Mr. Jim Brock.

Jack Holt reported the SR115/4th Street Project has been completed and the highway is now open.

UNFINISHED BUSINESS:

- 4. Discussion/Related Action Regarding Animal Control Subcommittee Recommendations Pertaining To Fees And Staffing And Training Of An Animal Control Officer – Alex Meyerhoff**

A motion was made by Mr. Bradshaw and seconded by Mr. Layton to adopt the recommendations of the Animal Care Subcommittee. The City Manager was given direction to update the fee schedule, designate a 0.5 FTE Animal Control Officer (ACO), provide for training and certification of an ACO and collect license and impound fees. All members present were in favor and the motion carried unanimously.

NEW BUSINESS:

- 5. PUBLIC HEARING - Discussion/Related Action To Adopt RESOLUTION 12-01 Certifying A Categorical Exemption And Approving Conditional Use Permit 2011-01 For A Towing And Recycling Business To Be Located At 622 E. Fifth Street, On Parcel #045-296-003 And Parcel #045-296-023 – Alex Meyerhoff, City Manager**

Mr. Brittsan opened the Public Hearing at 6:20 p.m. Mr. Meyerhoff reviewed the written report prepared for Council. Receiving no public comments from the audience the Public Hearing was

closed at 6:25 p.m. A motion was made by Mr. Layton and seconded by Mrs. Ludwig to adopt Resolution 12-01 certifying a Categorical Exemption and approving Conditional Use Permit 2011-01 for a towing and recycling business to be located at 622 E. Fifth Street, on Parcel #045-296-003 and Parcel #045-296-023. The motion carried 5/0 in the form of a roll call vote.

6. Discussion/Related Action To Adopt RESOLUTION 12-02 Making An Election In Connection With Serving As A Successor Agency To The Holtville Redevelopment Agency Under Part 1.85 Of Division 24 Of The California Health And Safety Code And Taking Certain Actions In Connection Therewith – Alex Meyerhoff, City Manager

A motion was made by Mr. Layton and seconded by Mr. Brittsan to adopt Resolution 12-02 making an election in connection with serving as a Successor Agency to the Holtville Redevelopment Agency under Part 1.85 of Division 24 of the California Health and Safety Code and taking certain actions in connection therewith. The motion carried 5/0 in the form of a roll call vote.

7. Discussion/Related Action To Adopt RESOLUTION 12-03 Regarding Sewer Fund Revenue Commitment For The Financial Assistance Applications Submitted To The State Water Resources Control Board For Wastewater Outfall Main Project – Justina Arce, City Planner

A motion was made by Mrs. Ludwig and seconded by Mr. Bradshaw to adopt Resolution 12-03 regarding Sewer Fund Revenue Commitment for the Financial Assistance Application submitted to the State Water Resources Control Board for Wastewater Outfall Main Project. The motion carried 5/0 in the form of a roll call vote.

8. Discussion/Related Action To Adopt RESOLUTION 12-04 Regarding Sewer Fund Revenue Commitment For The Financial Assistance Applications Submitted To The State Water Resources Control Board For Wastewater Treatment Plant Rehabilitation Project – Justina Arce, City Planner

A motion was made by Mrs. Ludwig and seconded by Mr. Bradshaw to adopt Resolution 12-04 regarding Sewer Fund Revenue Commitment for the Financial Assistance Application submitted to the State Water Resources Control Board for Wastewater Treatment Plant Rehabilitation Project. The motion carried 5/0 in the form of a roll call vote.

9. Discussion/Related Action To Authorize City Manager To Execute A Service Agreement For Engineering Services Previously Approved For The FEMA Water Tank Replacement Project – Justina Arce, City Planner

A motion was made by Mr. Bradshaw and seconded by Mr. Brittsan to authorize City Manager to execute a service agreement for engineering services previously approved for the FEMA Water Tank Replacement Project. All members present were in favor and the motion carried unanimously.

10. Discussion/Related Action To Update County/Regional Appointment List – Glyn Snyder, City Clerk

A motion was made by Mr. Bradshaw and seconded by Mr. Goodsell to update the County/Regional Appointment List as discussed. The motion carried 4/1 with Mrs. Ludwig opposing.

INFORMATION ONLY:

11. Information Only Regarding Barbara Worth Country Club Water Customers' Petition – Alex Meyerhoff, City Manager
Information only; no action taken.

12. Information Only Regarding Capital Improvement Project List – Justina Arce, City Planner
Ms. Arce reviewed the Capital Improvement Project List and a meeting was tentatively set for Tuesday, February 21st at 6:30 p.m. to discuss this further. Information only; no action taken.

13. Information Only Regarding An Official Notice From The California Department Of Food And Agriculture Pertaining To A Proclamation Of An Emergency Program Against The Asian Citrus Psyllid – Alex Meyerhoff, City Manager
Information only; no action taken.

14. City Manager Report – Alex Meyerhoff

- a. Finance Manager – Nick Wells**
- b. Public Works Supervisor – Matt Hughes**
- c. Water Works Supervisor – Frank Cornejo**
- d. Police Department – Gordon Johnson**
- e. City Planner – Justina Arce**
- f. Quarterly Building Permit Report – Justina Arce**
- g. Quarterly Grant Report – Justina Arce**

Staff Reports

Written reports were provided by the following: City Manager, Finance Manager, Public Works Supervisor, Water Works Supervisor, Police Chief and City Planner. A Quarterly Building Permit Report and a Quarterly Grant Report were also provided.

ADJOURNMENT:

There being no further business to come before Council, Mr. Brittsan adjourned the Regular Council meeting at 8:35 following Closed Session.

Jerry M. Brittsan, Mayor

Glyn Snyder, City Clerk